

Operational Readiness Evaluation Phase Checklist

PHASES 2-8 - Advanced Party			
TASKS	RESPONSIBLE PARTY	EVALUATION	COMMENTS
Establish staff sickcall procedures upon arrival of DA/AP in accordance with local regulations (FHOTC instruction). Promulgate and post Medical watchbill.	Command Staff/Director for Medical Services		
Assemble Fire Station (maintenance tent). This needs to be complete before oxygen generators or Public Works shops may be utilized. Completion time = 2 hours.	Public Works		
Ensure berthing assignments & TEMPER build teams for incoming main body personnel established.	Command Staff		
Assemble Oxygen Generator, establish SOP and field test unit. Power and checklist must be completed before oxygen generator goes online.	Medical Repair		
Produce a three-day supply of oxygen for the training set = 6 bottles of oxygen. Generator will be shut down after 6 bottles filled.	Medical Repair		
Submit properly-formatted request for required medical gases to HQ to include specific delivery date. May need to establish Host Nation contracts if HQ cannot supply.	Supply/Medical		
Request expected delivery date of initial consumable block. Submit request for 2nd 60-day consumable block of medical supplies to include specific delivery date. Completion time = within 24 hours of arrival at hospital site.	Supply		
Establish and institute FH security plan to include specific protocols for the treatment of EPWs and civilian refugees IAW OORDER and SOP.	Security/Medical		
Establish Public Works shops, motor pool, Preventive maintenance schedules and dispatch procedures after last AP ISO arrives at hospital site.	Public Works		
Waste water and trash disposal sites inspected by PMT and Public Works representative.	Preventive Medicine/Public Works		

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Identify HAZMAT waste storage area and establish procedures for documentation of waste storage. Completion time = within 24 hours of main body arrival.	HAZMAT Officer		
Issue HAZMAT supplies throughout FH as required. Establish accountability procedures for issue.	HAZMAT Officer		
Install and OP test 1 Field Laundry unit. Establish and publish laundry schedule. SHs need to have laundry unit functional by Phase 9.	Public Works/Supply		
Environmental Health Survey conducted within 24 hours of AP arrival at AOR. Documentation of survey results published and submitted within 48 hours of arrival to AOR.	Preventive Medicine		
Place ISO concrete pads and spot tactical ISOs (MED) before the erection of the ADMIN wing.	Public Works		
ADMIN and Communications TEMPER wing assembled by the 10-team leaders and assistants.	Command Staff		
Establish COMM Van upon arrival to the AOR. Equipment inventoried and message-text communications established once ADMIN erected. Voice communications must be maintained at all times but ceases once message-text operational.	Communications		
Phone lines established in ADMIN upon completion of build.	Communications		
Main body personnel arrival to AOR complete. Personnel assigned to berthing and TEMPER build teams.	Command Staff		
Stage material for TEMPER assembly ensuring safety procedures are being followed.	Supply/Material Management		
No geedunk purchases or ARO operations may commence until after the laundry and motor pool are established.	Supply		